

I am experiencing technical difficulty with my application. Who can assist me?

If you require technical support, please contact the helpdesk at (44952005). The helpdesk will be available Sunday to Thursday, 7:30 am to 3:00 pm Local time. Please provide details of the page(s) you are having difficulty with and any error messages you receive. **PLEASE DO NOT EMAIL SUPPORTING DOCUMENTATION TO THE HELPDESK**, as the helpdesk cannot upload your documentation.

How can I change something on the application that I submitted online?

Corrections can only be made when we send you a user name and password to access our online Student Self-Service. Please follow these instructions

1. Enter your password and user name
2. Click Student Self-Service, go to Campus Personal Information
3. Choose from the drop menu and do the necessary correction.

When will I know if my admission to CNAQ has been approved or declined?

Each program has its own admissions requirement. Each admission application is reviewed for program requirements and coded according to the next step in admissions. A letter indicating the status of your application will be available through Self Service. You can also contact our office with any questions throughout the process.

I have submitted my supporting documents, how long will it take to consider my application?

The Admissions office will assess your application within five business days. Once your documents have been assessed, you will receive a letter notifying you of your application status.

How can I find out the status of my application?

After we receive your application, you will be sent an e-mail with instructions on how to check your application status on the Web. Please allow for processing time as you are monitoring the status.

My application was denied for one program. Can I apply to another?

You can apply for only one program per semester.

Is there an application charge?

All applicants to College of the North Atlantic - Qatar are required to submit a QR 100 application fee as part of their admission application. Admission applications will not be considered complete, and consequently an admission decision will not be made, until the application fee is submitted.

What do I do if I cannot submit my supporting documents by the deadline?

If your application is not submitted within three weeks, it will be deleted.

I have not received my Student Self-Services log in details - what do I do?

Please check your junk email folder. If you do not receive your log in details within 3 days of making your application please contact the Admissions Office at admissions@cna-qatar.edu.qa, and include the text 'password' in the subject box of your email.

I entered an incorrect email address for my referee when I submitted my application, what should I do?

Please contact the Admissions Office at admissions@cna-qatar.edu.qa and we will arrange for the email to be re-sent to the correct address.

How do I apply?

The following is a step-by-step guide intended to assist applicants through the admissions application process for programs offered by College of the North Atlantic – Qatar.

Link to guidelines.

Documentation that is required to complete online application process:

- Qatar National ID card
- Passport
- High school transcript

If my application is declined , can I contact you for more information and clarification?

Yes, please contact the admissions Office at admissions@cna-qatar.edu.qa or call at 4495-2011, 4495-2130 or 4495-2007.

How do I know my online application has been received?

You will receive an email confirming your submission.

How do I Upload a Document?

Your documents should be in PDF JPEG format, each files CANNOT exceed 2MB (2048 KB).

To upload documents properly follow these instructions:

1. Press brows button
2. Choose you file to upload
3. Click upload button
4. You got a message confirm you upload file

How I can check my application status?

Check your Admissions and Application Status: After we receive your application and finish easement, we will send you a user name and password to access our online student self –services.

1. Go to Self –Services.

2. Enter your user name and password, and click on the **Login** button.
3. Once logged in, click on the **Admissions** tab, and click on the **Admissions Status** link located on the left center side of the page.
4. Click on the **Admissions Status** to view your admissions status or to see what application required documentation is needed, if any.

Is there any type of admissions testing required for admission to CNA-Q College?

Applicants must take the required placement test or submit satisfactory IELTS or TOEFL test scores.

What is the College of the North Atlantic - Qatar placement test?

The CNA-Q test is a computerized test that allows the college to evaluate incoming students' skill levels in reading, writing skills, writing essays, math, and English as a second language (ESL). The test scores indicate appropriate courses and connect students to the resources they need to achieve academic success.

What if I have already taken the placement exam, it is necessary to take it again?

Yes if you don't get the acceptance level of English. Placement exam results will be considered valid for a period of one year.

How do I get scheduled for a placement test?

Staff in the CNAQ Testing Centre will schedule you for a placement test once the application is complete, and the application fee has been paid. Once your application has been assessed, you will be able to check your status and eligibility for entrance testing. When your application is eligible for testing you may then call for the test date and time (44952216).

How much does it cost to take the placement test?

The cost for the placement exam is QR200.